

Bank reconciliation – example

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree to Box 8 in the column headed “Year ending 31 March 20xx” in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are prepared on a receipts and payments basis

Name of smaller authority: Hinton Blewett Parish Council

County area (local councils and parish meetings only): Bath & NE Somerst

Financial year ending 31 March 2021

Prepared by (Name and Role): Jo Swift Clerk/ RFO

Date:

| | £ | £ |
|---|----------|----------|
| Balance per bank statements as at 31/3/2021: | | |
| Unity Trust Current Account | 705.55 | |
| Unity Trust Savings Account | 11046.58 | |
| | | 11752.13 |
| Petty cash float (if applicable) | | - |
| Less: any unpresented cheques as at 31/3/2021 | | - |
| | | <hr/> |
| Net balances as at 31/3/2021 (Box 8) | | 11752.13 |